

COTS ENTERPRISE ARCHITECTURE WORKGROUP

MINUTES

January 11, 2001

DIT Executive Conference Room

1:30 PM

ATTENDANCE

Members:

Tim Bass, VRS; Bethann Canada, DOE; Linda Foster, TAX; Randy Horton, DRS; Troy DeLung, DEQ; Bill Mize, DIT; Ted McCormack, CLG.

Guests, Representatives, and Staff:

Chris McCord, Dept. of the State Internal Auditor; Paul Bucher, VDOT; Diane Wresinski, DTP; Mike Sandridge, DTP; Dan Ziomek, DTP; Brian Mason, DTP; Paul Lubic, DTP

Members Absent:

David Mulchany, Fairfax County (Cochairman); Murali Rao, VDOT (Cochairman); Troy DeLung, DEQ; Bob Haugh, DOC; Randy Horton, DRS; James Jokl, UVA; Bob Pontius, VEC; Tim Bass, VRS
Jerry Simonoff, DTPBob Haugh, DOC; James Jokl, UVA; Ted McCormack, CLG.

WELCOME AND OPENING REMARKS

Paul Lubic convened the meeting of the COTS Enterprise Architecture Workgroup at 1:30 PM and delivered opening remarks concerning the DTP IT Inventory Project, the COTS Executive Committee meeting, and Domain Team Integration meetings.

APPROVAL OF MINUTES

The minutes of the December 13, 2000 meeting were approved.

PHASE I REPORT

Discussion

A draft of the EA Phase I report to COTS was discussed and approved with one modification. It was determined that the report will be presented to COTS at the March, 2001 meeting.

Action Items

Staff will make the final modification to the report and prepare it for presentation to COTS.

EA PSG DECISION REVIEW PACKAGE

Discussion

A draft of the EA PSG Decision Review Package was discussed and approved. It will be presented for approval to COTS at the March, 2001 meeting.

Action Items

Staff will distribute copies of the document to COTS members prior to the March meeting.

DEVELOPMENT OF CONCEPTUAL ARCHITECTURE PRINCIPLES LIST

Discussion

After some discussion, a list of CA Principles to be used by the Domain Architecture teams as guidance in their design was approved with modifications.

Action Items

EA Workgroup Staff will:

1. Make the requested modifications
2. Distribute the principles to the domain teams
3. Insert the principles in the Conceptual Architecture document.

EA WORKGROUP COMMUNICATIONS

Discussion

The formation of a communications team within the workgroup was discussed and approved. Bethann Canada will chair the team that includes Tim Bass, Brian Mason, David Molchany, Murali Rao, and

Paul Lubic.

Action Items

Bethann Canada will schedule meetings for the development of a communication plan.

EA DOMAIN TEAM STATUS

Discussion

Networking: Bethann Canada and Diane Wresinski reported that the team is developing detailed principles to be used in the architecture design.

Security: Tim Bass reported that the team has completed their scope and are working on identification of best practices. They are also evaluating technology trends, enterprise business strategies, and requirements for technical architecture as they relate to the security domain.

Middleware: Ted McCormack had to leave early. Paul Lubic had previously met with him and reported that the team is in the process of identifying middleware solutions and where they are currently being used and developing recommended configurations.

Action Items

Domain teams will submit a project plan to the Workgroup.

Meeting Schedule:

The next workgroup meeting will be February 15, 2001 in the DIT Executive Conference Room @ 1:30 PM.